

MARYLAND CENTER for SCHOOL SAFETY

Weekly Tabletop Exercises

Date:

Facilitator:

Participants:

Which part of your Emergency Plan are you reviewing:

Scenario: A parent has just called the school frantic after logging into their child's social media account. She is claiming that while scrolling through her child's feed she came across a disturbing picture of a young man brandishing a weapon with the caption "Can't wait to show this beauty off tomorrow." The post was time-stamped at 9:47 p.m., the night before. It is now an hour and a half into the school day and the young man in question was marked absent this morning. The bell will be ringing for the second period in 7 minutes.

BEFORE	DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT
What are the initial actions?	
Who is involved?	
Who is affected?	
Who is responsible for responding to the situation?	



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DURING	DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT
What additional problems does this cause?	
Is the situation escalating or de-escalating?	
What information do you need?	
Who else needs to know? How will you deliver this information?	

AFTER-ACTION	DISCUSS IMPORTANT DETAILS ABOUT THE INCIDENT
What was the plan?	
What were the strengths? Weaknesses?	
What was learned?	
How do you improve?	

RESOURCES



Visit [ShoolSafety.maryland.gov](https://SchoolSafety.maryland.gov), go to "Resources", then "Training"



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